

I. Call to Order

Chairman Alex Vispoli reconvened the Regular Meeting of the Board of Selectmen to order at 7:15 P.M. in the Selectmen's conference room in the Town Offices. Present: Chairman Vispoli-Y and Selectmen Brian Major-Y, Mary Lyman-Y and Dan Kowalski-Y. Also present: Town Manager Reginald S. Stapczynski and Town Clerk Larry Murphy. The meeting was duly posted and cablecast live.

II. Executive Session

Chairman Vispoli called the meeting to order at 6:05 P.M. in the Selectmen's conference room in the Town Offices. The Board entered into Executive Session on a motion by Selectman Kowalski and seconded by Selectman Major to discuss collective bargaining strategy and contract negotiations with non-union personnel and that the Chairman declare that an Open Session would be detrimental to the Town's strategy and to return to Open Session. Roll call: Chairman Vispoli-Y and Selectmen Dan Kowalski-Y, Brian Major-Y, Paul Salafia-Y (teleconference call), and Mary Lyman-Y. At 7:08 P.M. on a motion by Selectman Major and seconded by Selectman Kowalski, the Board voted to adjourn from the Executive Session and not to return. Roll call: Chairman Vispoli-Y and Selectmen Paul Salafia-Y (teleconference call), Brian Major-Y, Mary Lyman-Y and Dan Kowalski-Y.

III. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

Chairman Vispoli led the meeting in a Moment of Silence followed by the Pledge of Allegiance.

IV. Communications/Announcements/Liaison Reports

The Town Manager made the following announcements:

- ~ The Merrimack Valley Chamber of Commerce Mayors and Managers Breakfast will be held on January 17th at the Andover Country Club.
- ~ The Massachusetts Municipal Association Annual Meeting and Trade Show is January 24th and 25th.
- ~ There are still openings on several Town Boards: Retirement Board, Spring Grove Cemetery Trustees and Cable Advisory Committee. Residents are encouraged to apply by filling out a Talent Form available on the Town's website.
- ~ The Green Advisory Committee will present the Solarize Andover Program at the Board of Selectmen's January 27th meeting.

The Town Manager introduced Chris Cronin who has been selected as the new Municipal Services Director. The Board will have the honor of approving Mr. Cronin's appointment at the next Board meeting on January 27th. The Town Manager shared the list of qualifications Chris brings to the position and said he is very proud to have Chris on board in this capacity. The Plant & Facilities and Public Works Departments will be consolidated into one department under his supervision. Mary Lyman reported the

selection process was very thorough and the Town can be proud of the Selection Committee's work and the candidate selected. Brian Major added that Chris Cronin is an outstanding candidate for this position, being a very vocal participant on how to combine the two departments and brings excellent customer service and communication skills. Dan Kowalski added that Chris's proposal showed a good grasp of the plan to merge the two departments.

Town Clerk Larry Murphy reported that the 2014 Annual Town Census has been mailed and residents should return them as soon as possible either by mail or in the drop-boxes located around town.

Mary Lyman thanked the staff who worked long hours plowing the roads throughout the most recent storm and after. Selectman Lyman also announced that due to work and family commitments, she has decided not to re-seek re-election to the Board of Selectmen. Mary has been a Selectman for thirteen years. Chairman Vispoli said Mary has served on many sub-committees, is always well prepared, provides a great perspective, has been a pleasure to work with and will be sorely missed.

Brian Major implored residents to take the time to shovel out the fire hydrants near their homes.

As the Budget season is upon us, Dan Kowalski encourages the Board to have a critical eye on every dollar/line item in the budget.

V. Citizens Petitions & Presentations

Mary Carbone, 3 Cyr Circle, asked where the funds come from when litigation is settled. The Town Manager said it depends upon the situation and if insurance covers a claim. The \$450,000 for the pollution claim will come out of the Water & Sewer Department.

Richard Bowen, 12 Bannister Road, suggested that the Board consider naming the bridge in Ballardvale after Ruth Sharpe. Mr. Bowen provided a write-up on Ruth from the Ballardvale Gazette and shared background on the role she played in the history of the Town, specifically Ballardvale. The Town Manager will investigate the claim and report back to the Board.

VI. Regular Business of the Board

A. Retired Teachers Health Insurance

Ken Lombardi of EBS Foran Group gave a follow-up to the presentation he provided at the Tri-Board meeting on December 9, 2013 regarding Retired Teachers Health Insurance. Moving the retired teachers out of the GIC and back to the Town's plan would provide a substantial savings to the Town. The process in which to complete this is aggressive with several deadline dates to be adhered to. The Selectmen need to fully understand all the details in order to make an informed decision to revoke Mass General Law Chapter 32b, Section 11e (local option) for retired teacher health plan options. The vote by retired teachers is non-binding, meaning the Board of Selectmen has the deciding vote. The Selectmen will meet as needed during January and February prior to

the 30 day notice required for a public meeting to be held on March 5th at which time the retired teachers will be asked to vote. The Selectmen will vote their decision on March 10th and, if approved, the GIC must be notified no later than the first of April in order to meet the July 1st effective date. Mr. Lombardi reviewed a comparison of the GIC plan vs. the plan the Town has. The 2015 GIC rates will be released in the Spring of 2014. Selectman Lyman suggested scheduling a public forum in the Center at Punchard (Senior Center). Questions should be submitted to the Human Resources Department.

B. Rolling Green Comprehensive Permit Open Space Deeds - Cancelled

C. Courtney Lane Turnaround Easement

On a motion by Selectman Major and seconded by Selectman Lyman, the Board voted 4-0 to sign the acceptance for the Turnaround Easement for 6 Courtney Lane.

D. North Reading Water Agreement

The Board and Town Manager discussed their recent meeting with representatives from North Reading regarding the Water Agreement. North Reading is concerned about the duration of the agreement, the cost of the water and the impact of a possible tiered structure by Andover. North Reading is investigating a future move to the MWRA. Andover is considering proposing a municipal water rate which would be at a higher cost than the current rate. The Board talked about the cost of the amount of water sold to North Reading, the increased amount North Reading in turn charges their residents, the loss of revenue for Andover when and if North Reading moves to a different system, consideration of a municipal rate proposal and a longer-term contract. The Town Manager will prepare a fact-based proposal for the Board's review including comparable water rates from other communities that sell water, potential water rates for residents in Andover due to the loss of revenue from North Reading and a Municipal Water Rate Proposal.

E. Town Accountant

The Board asked Human Resources Director Candace Hall to speak with the Assistant Town Accountant relative to the Town Accountant position. Ms. Hall outlined several items to discuss with a potential in-house candidate and to arrange a meeting with the Town Accountant Sub-committee and Town Manager.

F. Budget Review Schedule

The Town Manager proposed a Budget Review Schedule which includes three Saturday sessions in an effort to streamline the Budget process. The Saturday sessions will be held on February 15th, March 1st and March 8th in the Hall at the Memorial Hall Library from 9:00 A.M. to Noon. The Board asked that Department Heads submit their budget proposals prior to their presentation and that the presentations be limited to three slides (highlights, budget, changes). Selectman Major asked the Town Manager to have Town Counsel draft a warrant article to eliminate the health insurance option for all Board and Committee members.

VII. Consent Agenda

A. Appointments and Re-Appointments

Selectman Lyman motioned that the Board approve the following appointments by the Town Manager.

| DEPARTMENT | POSITION | RATE | EFF. DATE |
|------------------------------|---|-------------------|-----------|
| <u>MEMORIAL HALL LIBRARY</u> | | | |
| Stefani Traina | Community Services Librarian (v. E. Classon) | IE-20/2/\$60,061 | 1/7/14 |
| Elizabeth Blanchard | Library Aide – PT | \$10.25/hr. | 1/13/14 |
| <u>ELDER SERVICES</u> | | | |
| Anairis Felix | Food Service Worker – PT | IE4/6/\$18.46/hr. | 1/7/14 |
| <u>COMMUNITY SERVICES</u> | | | |
| Cole N. Spencer | Ski Monitor – PT | C2A/\$8.00/hr. | 12/7/13 |
| Ethan M. Smith | Basketball Referee – PT | C2A/\$8.00/hr. | 12/7/13 |
| Andrew B. Marotta | Basketball Referee – PT | C2A/\$8.00/hr. | 12/7/13 |
| Samuel T. Heikkinen | Basketball Referee – PT | C2A/\$8.00/hr. | 12/7/13 |
| Jason M. Spencer | Basketball Referee – PT | C2A/\$8.00/hr. | 12/7/13 |

SPRING GROVE CEMETERY TRUSTEES

William E. Canane – Term expires 6/30/16
(v. J. Smith)

The motion was seconded by Selectman Major and voted 4-0 to approve.

MUNICIPAL SERVICES DEPARTMENT – Introduction only – No Vote

| | | | |
|-----------------------|-------------------------|----|---------|
| Christopher M. Cronin | Director (New Position) | M3 | 1/28/14 |
|-----------------------|-------------------------|----|---------|

VIII. Adjournment

At 9:57 P.M. on a motion by Selectman Lyman and seconded by Selectmen Major, the Board voted 4-0 to adjourn the Regular Meeting of January 6, 2014.

Respectfully submitted,
Dee DeLorenzo,
Recording Secretary

Documents:

Retired Massachusetts Teachers Information for Health Plan Change
Letter from Attorney Morin regarding Courtney Lane Turnaround Easement
Schedule of Meetings for Budget and Warrant Articles
Memo from Town Manager regarding Appointment of Municipal Services Director
Implementation Plan for Municipal Services by Chris Cronin